

MINUTES
McLEAN COUNTY BOARD OF HEALTH
REGULAR MEETING – SEPTEMBER 11, 2013

MEMBERS PRESENT: Powell, Bowers, Emm, Kerber, Owens, and Turley

MEMBERS ABSENT: Naour and Tello

STAFF PRESENT: Howe, Anderson K, Anderson T, Coverston Anderson, Dreyer, and Voss

CALL TO ORDER: Powell called the Board of Health meeting to order at 5:35 p.m., with no corrections to the agenda.

PUBLIC PRESENT:

MINUTES: Powell requested approval for the minutes of May 8, 2013.

Bowers/Kerber moved and seconded the approval for the minutes of May 8, 2013. Motion carried.

CONSENT AGENDA – September

1. Bills to be Paid

		<u>May 2013</u>	<u>June 2013</u>	<u>July 2013</u>	<u>August 2013</u>
Health Dept	112-61	\$137,325.28	\$186,972.02	\$146,758.50	\$132,567.78
Dental Sealant	102-61	35,054.71	32,395.52	26,406.21	26,293.43
WIC	103-61	8,921.96	15,406.46	12,928.79	7,808.02
Prev Health	105-61	6,408.79	28,067.39	8,712.45	10,111.09
Family Case	106-61	22,113.67	41,046.89	28,154.36	18,515.06
AIDS/CD	107-61	6,277.05	48,251.85	23,630.24	11,353.87

Turley/Bowers moved and seconded the approval for the Consent Agenda as printed.

COMMITTEE REPORTS: Coverston Anderson reported that at the John M. Scott Commission meeting on August 14, 2013 it was discussed that the Commission is referring clients to the Adult Dental Clinic but clients are not actually taking advantage of the referrals due to the associated co-pays. There is a planned free dental clinic being held on Saturday, October 26, 2013 at the office of Doran, Capodice, Efaw and Ocheltree.

It was noted that the average cost of prescription medicine for mental health prescriptions have doubled. In June the cost was \$78 and in July \$196.

Tom Barr and Kathy Sallee, from the Center for Human Services (CHS), spoke to the Commission about continuing to provide expected level of care despite the loss of their Advanced Practice Nurse (APN) and also the impact of Dr. Hamilton leaving for another position with OSF. The Commission approved a \$25,000 grant to CHS to provide additional non-Medicaid mentally ill population with services.

The Scott Commission and Bloomington Township would like to host a day of Flu Shots in the community. Walgreens is interested in a partnership along with the Health Department, as well as other community providers.

OLD BUSINESS: Howe gave a PowerPoint presentation on the CY2014 Budget (attachment to the minutes). Howe requested Board approval and noted that once authorized the budget will be presented for review at the October Finance Committee meeting and for final approval

at the November County Board meeting. Howe explained that the 2014 cumulative tax rate for all three levies, funds 0110, 0111, and 0112 is 7.16% higher. However, this is because of reinstating the TB levy.

Howe mentioned that he had been in discussions with the County Administration office to provide \$100,000 from the Health Department fund balance to help offsite the use of General Property Tax for the County overall. Howe felt the use of these funds could support reinstating the merit system. Bowers inquired how the lack of merit increases has affected the department. Howe mentioned that the merit system helps support attract quality employees and assists the department to avoid losing quality staff. Howe noted that he had originally offered \$50,000 and the County requested the \$100,000 figure.

Emm inquired about the problems associated with the hiring freezes and not filling positions. Howe explained that it has caused undue hardships resulting from the lag in hiring. The County requires approval of filling any position through the critical position approval with both the Finance Committee and the County Board. It can take two months to get approval. Current staff must work diligently to provide services and cover vacated duties until the hiring process is complete.

Bowers asked how Environmental Health Division can support the addition of a new program without adding additional staff. Anderson T stated that actually there currently exists one vacant position that the division hasn't filled because program numbers have been down. However, with McLean County having 250 swimming facilities that would need to be inspected if the program is received, they would need to fill the position and are already discussing the issue of requesting another position to cover the increased work load due to program numbers increasing.

Howe requested approval of the 2014 proposed working budgets for grant funds 0102 through funds 0109.

Owens/Turley moved and seconded to approve the Dental Grant Fund 0102-061 in the amount of \$563,184; the WIC Grant Fund 0103-0061 in the amount of \$481,287; the Preventive Health Grant Fund 0105-0061 in the amount of \$356,740; the Family Case Management (includes Genetics Education, DCFS Medical Case Management, DCFS Health Works, Child Care Nurse Consultant Services, and the AOK Early Childhood Network) Grant Fund 0106-0061 in the amount of \$1,199,949; the budget for Communicable Disease Control (HIV/AIDS, West Nile virus surveillance, Bioterrorism Grant, Pandemic Flu, and Medical Reserve Corp grant) Fund 0107-0061 in the amount of \$193,115; and the budget for Federal Financial Participation (FPP) Fund 0109-0061 in the amount of \$190,000 for review with the County Finance Committee in October, 2013 and forward the budget to the County Board. Motion carried.

Howe requested approval for the Health Department working budget for fund 0112.

Turley/Bowers moved and seconded the approval of the 2014 budget for the Health Fund 0112-0061 in the amount of \$4,611,252 with a total tax levy of \$2,973,557 with \$1,790,463 devoted to public health services and \$979,210 reserved for mental health services, for review with the Finance Committee in October, 2013, and forward the budget to the County Board. Motion carried.

Howe requested approval to implement a modified approval process for CONTINUING GRANTS that have already been shared with the Board during the application

process. Attachment B in the packet listed those FY14 CONTINUING GRANTS that have already been reviewed at previous Board meetings, under Old Business, Items for Action. Howe further explained that a narrative addressing each grant will be included in the Director's Report. The Board agreed that handling each grant approval during the application process and then again when the Department was awarded the funding was cumbersome and involved increased paper and photocopying. The Board agreed to handle CONTINUING GRANTS this way. Howe explained that if any Board member felt they needed to have more documentation for an awarded grant that it would be available.

Bowers/Kerber moved and seconded the approval for the following FY14 seven grants: Orland Park Dental; IDPH, Dental Sealant grant; IDPH, Oral Health grant; IDPH Vision & Hearing grant; DCFS, HealthWorks grant; IDPH, Smoke-Free Community grant; and IDPH, Lead Case Management grant. Motion carried.

NEW BUSINESS: Howe requested approval for the FY14 CONTINUING GRANT application with IDPH, Emergency Preparedness Grant. This continuing grant application is designed to assure community preparedness and all necessary plans and tools needed to respond to a Public Health Emergency are implemented and available. Budgeted total for the FY14 year request is \$107,620 which is a \$9,737 decrease over the prior year total of \$117,357. Howe explained that the department can accommodate the decrease by staffing adjustments and fewer supply purchases. Coverston Anderson noted that hopefully the decrease will not negatively impact our ability to respond in the case of an emergency.

Turley/Bowers moved and seconded the approval for the FY14 CONTINUING GRANT application with IDPH, Emergency Preparedness Grant. Motion carried.

Howe requested approval for the FY14 CONTINUING GRANT application with IDPH, We Choose Health Grant. The original application was prepared in the amount of \$200,000 to match the FY13 award. We have recently been notified that funding will be reduced by 6.5% to \$186,500 to correlate with the reduced number of project months from 15 to 12. Funds will be used to facilitate chronic disease prevention through local strategies of Worksite Wellness, Coordinated School Health, Smoke Free Multi-Unit Housing, and Smoke Free Public Places. Howe explained that advertising and professional development will be reduced to accommodate the decrease in funding.

Owens/Turley moved and seconded the approval for the FY14 CONTINUING GRANT application with IDPH, We Choose Health Grant. Motion carried.

Howe requested approval for the FY14 CONTINUING GRANT application with IDPH, Heart Smart for Teens Grant. Funds from the grant are used to provide a 9 week program to educate adolescent girls (grades 6-10) about the risk factors for cardiovascular disease and stresses healthy eating and physical activity. The grant application totals \$14,300 which is \$6,300 more than the previous year award. Powell inquired with staff changes in Health Promotion who was handling this grant. Staff noted that Sarah Philos and a newly hired employee will be providing the schools with this program.

Bowers/Owens moved and seconded the approval for the FY14 CONTINUING GRANT application with IDPH, Heart Smart for Teens Grant. Motion carried.

Howe requested approval for the FY14 CONTINUING GRANT application with IDPH, Asthma Grant. The grant helps address the Illinois Asthma State Plan. In FY14, the

coalition aims to expand the coalition and recruit, educate and distribute Winning with Asthma: a coach's guide to athletes with asthma. Activities will be targeted to schools participating in the WCH School Health Project. Total funds requested is \$5,000, which is \$1,750 more than received in FY13. Owens inquired if this will be done at all McLean County schools. Howe explained that current funding would allow for District 87 and Unit 5 but maybe increased to other schools in subsequent years.

Kerber/Turley moved and seconded the approval for the FY14 CONTINUING GRANT application with IDPH, Asthma Grant. Motion carried.

Howe stated that mental health services provided in the County has become a lightning rod for discussion as a result of the recent report on jail housing of the mentally ill and apparent overcrowding resulting from extended use of beds by inmates with a label of mental illness. This topic is being addressed as part of the Health Department's IPLAN process as well as participation with other local partners attempting to address issues of access to mental health services, including the acquisition of daily sustenance mental health medications by individuals with a diagnosed mental illness. Howe explained that the Health Department plays a tangential role in mental health services as a public health need. Historically the Department's role is to make sure access for services exists for non-Medicaid individuals, as well as, assuring alcohol and substance abuse prevention services are funded in local schools. Howe distributed a flyer for a rescheduled meeting on Friday, September 13, 2013. The meeting, *The Future Landscape of Behavioral Health Care & Its Impact on McLean County*, is sponsored by Mental Health America and will be held at the Bloomington Police Department in the Osborne Room. Howe hopes that the meeting will address attracting new providers of housing services for mentally ill clients in McLean County.

Howe explained that Attachment C is a letter from a local organization called Wish Bone Canine Rescue. This organization, in conjunction with Kickapoo Animal Rescue, spoke to the County Board at their meeting in July in an attempt to convince the County to discontinue use of the Carbon Monoxide Chamber as an option for humanely euthanizing animals. In their presentation to the Board, they failed to indicate that the use of the chamber is limited to dogs that are aggressive and pose an elevated safety risk to employees trying to handle the dogs for traditional euthanization and for use with some wild animals. The Animal Control program also uses lethal injection euthanization for dogs and cats that do not pose an elevated threat. Coverston Anderson explained that in 2012, 240 animals were euthanized at the Center with only 66 via the chamber. Use of the chamber is limited to aggressive animals to ensure staff safety. To date in 2013, only 15 dogs have been euthanized in the chamber. A full discussion ensued and it was agreed that the topic will be revisited at the November, 2013 Board of Health Meeting. Howe reminded the Board that in 1983 the County Board transferred the responsibility for the Animal Control program to the Board of Health and the authority for running of the animal control program rests solely with the Board of Health.

DIRECTOR'S REPORT: Howe indicated that the Mental Health report was on page 11 in the packet. He reported that CHS has hired a replacement advanced practice nurse. Howe explained that as a result of the elevated attention needed for mental health services he has designated an employee to oversee the mental health area including the gathering of outcome data. The department needed an individual who could devote more time in mental health and DD programs. In addition, this individual will coordinate the new IPC program and also oversee community outreach aspects of the new immunization billables project. Laura Beavers, the current FCM Supervisor has agreed to oversee the programs and become the coordinator. Howe noted that Sophie Rebert, current case manager for FCM, will become the FCM Supervisor. Congratulations to them both.

STAFF REPORTS: Dreyer reported that the Administration reports were on packet pages 14 through 17. In Fund 0110 Persons with Developmental Disabilities, 52% of the property tax revenue

has been collected and 50% of the expenses budgeted have been utilized. In Fund 111, TB Care and Treatment, the program is starting to see some revenue from fees for TB skin tests. Expenses continue to be less than budgeted half way through the year with only 41% of the budget being expended. In Fund 0112, the Health Fund, 56% of the revenue has been collected. In the Environmental Health Division, both the Septic Tank Permit as well as the Food Permit revenue is showing increases this year. Dreyer stated that the only major capital expense has been the purchase of a new Animal Control vehicle and even with that purchase; only 44% of the budgeted expenses have been used.

Coverston Anderson reported that the Community Health Services report was on packet pages 19 through 23. The children's dental clinic has seen an increase in appointments in the 2nd quarter of this year versus last year but the adult dental clinic has seen a huge decrease in services this year versus last year due to the limits Medicaid reimbursement and need for client to pay for more of their services.

Coverston Anderson explained the 2nd quarter staffing changes and vacancies and noted that this has also showed a decrease in services especially in the communicable disease program area. That program had a retirement this year and also had a vacancy of a public health nurse from March until July when the former CD supervisor came back from leave to fill the PHN position. A new CD supervisor, part-time OSSI, and another PHN joined the staff in the 3rd quarter.

Coverston Anderson noted that the animal control program has been busy and pointed out that in the 2nd quarter of this year there have been 149 bite investigations and thru the end of June 231 bite investigations. These investigations and the freedom of information requests have been keeping staff very busy all while having staff out-of-the-office for various reasons.

Coverston Anderson reported that the Safety Committee had worked on a Code Adam procedure and had a drill during the second quarter. Thankfully, it didn't have to be put to use during the busy summer months.

Anderson K. reported for the Maternal Child Health division and explained that the report was on packet pages 26 through 30. She reviewed the staffing changes as well as the increase in the number of attendees at the Breastfeeding Friends Fair. This year the number was up to 200 versus last year's attendance of 150. Anderson explained the changes in WIC which included the rising show rate. Other counties were also experiencing the decrease in the WIC caseload and have implemented a walk-in clinic instead. Anderson stated that on August 5, WIC went to a walk-in clinic instead of appointment times. They are still scheduling clients who need translation service and prenatal appointments.

Anderson K. spoke about the copy of the picture on page 27. The billboard is on South Center Street near the Department. Staff posed for the picture which is part of the outreach for the IPCM program and to reach other prenatal clients.

Anderson T. reported that the Environmental Health division report was on packet pages 31 through 34. He noted that on page 31 the correct number of total active food permits was 835. Anderson T. also explained that program activity is up in several different programs including Private Sewage Disposal, Potable Water, and Water Well. The Geothermal Exchange System is level.

Anderson T. plans to share the fee increases at the November meeting for the septic and food programs. He also alerted the Board that there will be massive changes in 2014 concerning the State of Illinois, IEPA and NPDES. There will also be comprehensive training for surface discharge systems. Anderson T. stated that Chairman Gordon from the County Land Use Committee is interested in the development of the NPDES requirements and would like the Environmental Health Division to keep him and the Land Use Committee apprised of its progress.

Anderson T. explained that once the changes are complete with the State and IEPA there will be a six month period for local health departments to implement the changes. The Water Code will be changing and JCAR will require changes to the Geothermal Program. The Sewage Code was passed by JCAR but the division hasn't seen the language.

Anderson T. updated the Board on West Nile Virus activity in McLean County. To-date there have been 136 mosquito pools checked with 4 being positive. There have been 3 birds submitted for testing and 2 birds tested positive.

Anderson reported that since 2009 there has been a vacant sanitarian position that has not been filled due to position freezes within the County. Since 2009 there have been increases in some programs. The Food Program has added an additional 60 establishments, there were 7 food pantries in the County in 2009 and currently there are 45 that need to be permitted. Current staff has additional workload on to their busy schedules and the demand is demonstrating the need to fill the vacant sanitarian position. If the department is awarded the Swimming Pool Inspection program an additional position will be requested. Anderson also noted the Septic System Evaluation for 2013 has increased to 173 this year versus 137 in 2012. That alone demands staff time.

BOARD ISSUES: None

ADJOURN: Bowers moved and the Board of Health meeting was adjourned at 7:18 p.m.

MINUTES
McLEAN COUNTY 377 BOARD
REGULAR MEETING – SEPTEMBER 11, 2013

MEMBERS PRESENT: Kerber, and Turley

MEMBERS ABSENT: Tello

STAFF PRESENT: Howe, Anderson K, Anderson T, Coverston Anderson, Dreyer,
and Voss

CALL TO ORDER: Powell called the 377 Board meeting to order at 7:18 p.m., with no
corrections to the agenda.

PUBLIC PRESENT: Powell and Bowers, Board of Health

MINUTES: Powell requested approval for the minutes of May 8, 2013.

Kerber/Turley moved and seconded the approval for the minutes of May 8, 2013. Motion
carried.

CONSENT AGENDA:

- 1. Bills – May \$16,907.00
- 2. Bills – June \$94,687.00
- 3. Bills – July \$ 55,797.00
- 4. Bills – August \$ 55,797.00

Turley/Kerber moved and seconded the approval for the Consent Agenda as printed. Motion
carried.

OLD/NEW BUSINESS: Howe requested approval of the 2014 Budget for Fund 0110 noting that
overall it included a modest .24% increase that equates to a .37% increase in the tax rate.

Turley/Kerber moved and seconded the approval of the 2014 Proposed Budget for Fund
0110-0061 of \$681,391 with a tax levy of \$681,391 for submission to the McLean County
Board. Motion carried.

STAFF REPORT: Howe explained the report on page 12 in the packet.

ADJOURN: Kerber moved and the 377 Board meeting was adjourned at 7:21 p.m.

MINUTES
McLEAN COUNTY T.B. CARE AND TREATMENT BOARD
REGULAR MEETING – SEPTEMBER 11, 2013

MEMBERS PRESENT: Powell, Bowers, and Kerber

MEMBERS ABSENT: Naour and Tello

STAFF PRESENT: Howe, Anderson K, Anderson T, Coverston Anderson, Dreyer,
and Voss

CALL TO ORDER: Powell called the Board of Health meeting to order at 7:21 p.m., with no
corrections to the agenda.

PUBLIC PRESENT: Turley, Board of Health

MINUTES: Powell requested approval for the minutes of May 8, 2013.

Bowers/Kerber moved and seconded the approval for the minutes of May 8, 2013. Motion
carried.

CONSENT AGENDA

1. Bills – May \$ 4,691.14
2. Bills – June \$ 14,735.64
3. Bills – July \$ 9,289.74
4. Bills – August \$ 7,529.57

Kerber/Bowers moved and seconded the approval for the Consent Agenda as printed. Motion
carried.

STAFF REPORT: Coverston Anderson reported that the TB staff report was on packet page
24 and 25. She noted that there was an increase of about 100 TB clinic visits requesting TB tests in
June over May to take advantage of free tuberculin skin tests before the July 1st charges went into
effect. Coverston Anderson stated that five organizations have taken advantage of the voucher
program for skin tests. Businesses can purchase vouchers for their employees to use toward a skin
test.

Coverston Anderson noted that the request for skin tests have decreased
since August. This decrease may be related to the National Tubersol shortage. Coverston Anderson
also explained that the State ROE is looking at changing the requirement of TB skin test for some
school personnel.

OLD/NEW BUSINESS: Howe requested approval for the 2014 Proposed Working Budget for
Fund 0111.

Bowers/Kerber moved and seconded the 2014 proposed budget for fund 0111-0061 in the
amount of \$286,872 with a tax levy of \$262,772 for submission to the McLean County Board.
Motion carried

ADJOURN: Bowers moved and the TB Board was adjourned at 7:25 p.m.